

New Bedford Academy Board of Directors
Regular Meeting
Monday, August 8, 2016, 7:45 a.m.

Agenda

- I. Meeting Call to Order
- II. Roll Call
- III. Reading and Review of the Mission
- IV. Public Comment
- V. Approval of Consent Calendar
- VI. Correspondence
- VII. Treasurer's Report
 - A. Approval of Financial Report
 - B. Approval of Fourth Quarter Report
- VIII. New Business
 - A. School Improvement Plan 2016-17
- IX. Other Business
- X. Business/Management Report
 - A. Principal
 1. Student Achievement
 2. Operations
 - B. MJ Management
 - C. Ferris State University
- XI. Extended Public Comment (non-agenda items)
- XII. Board Comments
- XIII. Reconfirmation of Next Meeting Date: September 12, 2016, 7:45 a.m.
- XIV. Adjournment

Individuals wishing to address the Board of Directors under public comment above are requested to sign in with the Board Secretary prior to the start of the meeting. Individual comments are limited to not more than three (3) minutes each and a total time allowance not to exceed thirty (30) minutes. The Board may not verbally respond to public comments but may follow up in the most appropriate and time-effective manner.

Individuals with special need accommodations should contact the principal's office at 734-854-5437 preferably one (1) business day prior to the meeting.

Proposed minutes of this meeting will be available for public inspection at the New Bedford Academy School Office located at 6315 Secor, Lambertville, Mi. 48144, eight (8) business days after the meeting. Approved minutes are available within five (5) business days after the meeting at which they are approved. (Open Meetings Act, Public Act 267)

New Bedford Academy Board of Directors
Regular Meeting
August 8, 2016, 8:15 a.m.

Agenda Notes

- I. Call to Order
The President should call the meeting to order.
- II. Roll Call
The Secretary should call roll: Tucker, Rothman, Dress, Tucker, Bennett,
Walentowski, Vollmar
- III. Reading and Review of the Mission
The reading and review of the mission and vision of the academy will take place at this time.
- IV. Public Comment
The Board President should ask if there are any public comments at this time.
- V. Approval of Consent Calendar

The Consent Calendar needs to be approved and includes the following items:
 - August 8, 2016 Regular Meeting Agenda (enclosed)
 - June 14, 2016 Regular Meeting Minutes (enclosed)
 - July 18, 2016 Special for Information Only Minutes (enclosed)
We will need the following motion:
“That the Consent Calendar be approved as presented.”
- VI. Correspondence
- VII. Treasurer’s Report
 - A. Approval of Financial Reports
The Financial Report is enclosed. We will review it with you at this time. An appropriate motion would be:
“That the Financial Report be approved as presented.”
 - B. Approval of the Fourth Quarter Report
The Fourth Quarter Report is enclosed for your review and will be discussed with you at this time. An appropriate motion:
“That the Fourth Quarter Report be approved as presented.”
- VIII. New Business
 - A. School Improvement Plan

Mr. Sauter will review the school improvement plan at this time. An appropriate motion would be:

“That the School Improvement Plan 2016-17 be approved as presented.”

IX. Other Business

X. Business/Management Report

A. Principal

1. Student Achievement
2. Operations

B. MJ Management

C. Ferris State University

XI. Extended Public Comment

The President should ask if there is any further public comment at this time.

XII. Board Comments

The President should ask for any Board member comments at this time.

XIII. Reconfirmation of Next Meeting Date: September 12, 2016 at 7:45 a.m.

XIV. Adjournment

We will need a motion to adjourn.

As always, if you have questions regarding any materials in this packet, please contact MJ Management Services Inc. at 734.675.5505 prior to the meeting.

New Bedford Academy
Organizational Meeting
August 8, 2016, 7:45 a.m.

Agenda

- I. Meeting Call to Order
 - A. Roll Call
 - B. Approval of the Agenda
 - C. Motion to Declare All Offices Vacant
- II. Business Items
 - A. Elections of Officers
 - 1. President
 - 2. Vice President
 - 3. Secretary
 - 4. Treasurer
 - B. Organizational Operation.
 - 1. Adoption of Resolution Designating Person Responsible for Posting Regularly –Scheduled and Special Board Meeting Date Notice for the Academy Board
 - 2. Adoption of Resolution Designating Places to Post Calendar and Meeting Notices of Regularly-Scheduled and Special Meeting date Notices for the Academy Board
 - 3. Adoption of Resolution Designating Depository of Academy Funds
 - 4. Adoption of Resolution Designating Newspaper of Record
 - 5. Adoption of Resolution Authorizing Use of Facsimile Signatures
 - 6. Appointment of Freedom of Information Act, Office of Civil Rights, Sexual Harassment, Title VI, Title IX, and Section 504 representative, and Homeless Children and Youth Liaison
 - 7. Appointment of Chief Administrative Officer
 - 8. Appointment of Legal Counsel
 - 9. Appointment of External Auditor
- III. Public Comment
- IV. Motion to Adjourn to Regular Meeting

Individuals wishing to address the Board of Directors under public comment above are requested to sign in with the Board Secretary prior to the start of the meeting. Individual comments are limited to not more than three (3) minutes each and a total time allowance not to exceed thirty (30) minutes. The Board may not verbally respond to public comments but may follow up in the most appropriate and time-effective manner.

Individuals with special need accommodations should contact the principal's office at 734-854-5437 preferably one (1) business day prior to the meeting.

Proposed minutes of this meeting will be available for public inspection at the New Bedford Academy School Office located at 6315 Secor, Lambertville, Mi. 48144, eight (8) business days after the meeting. Approved minutes are available within five (5) business days after the meeting at which they are approved. (Open Meetings Act, Public Act 267)

New Bedford Academy
Board of Directors
Organizational Meeting
August 8, 2016 7:45 a.m.

Agenda Notes

I. Meeting Call to Order

A. Meeting Call to Order and Roll Call

The President should call the meeting to order.

The new board members should read their oath of office at this time.

The Secretary should call roll: Tucker, Rothman, Dress, Bennett, Walentowski, and Vollmar

B. Approval of Agenda

We will need the following motion:

“That the August 8, 2016 Organizational Meeting Agenda be Approved.”

C. Motion to Declare All Offices Vacant

We will need the following motion:

“That all offices are declared vacant.”

II. Business Items

A. Elections of Officers

1. President

The acting chair should ask for nominations for President.

2. Vice President

(The newly appointed President now takes over as chair.) The President should ask for nominations for Vice President.

3. Secretary

The President should ask for nominations for Secretary.

4. Treasurer

The President should ask for nominations for Treasurer.

We will need the following motion:

“That the Election of Officers Resolution be Approved.”

B. Organizational Operation.

1. Adoption of Resolution Designating Person Responsible for Posting Regularly – Scheduled and Special Board Meeting Date Notice for the Academy Board

The Resolution is enclosed. We will need the following motion:

“That the Resolution Designating the Person Responsible for Posting Board Meeting Notices be Approved.”

2. Adoption of Resolution Designating Places to Post Calendar and Meeting Notices of Regularly-Scheduled and Special Meeting date Notices for the Academy Board

The Resolution is enclosed. We will need the following motion:

“That the Resolution Designating Places to Post Calendar and Board Meeting Notices be Approved.”

3. Adoption of Resolution Designating Depository of Academy Funds

The Resolution is enclosed. We will need the following motion:

“That the Resolution Designating Depository of Academy Funds be Approved.”

4. Adoption of Resolution Designating Newspaper of Record

The Resolution is enclosed. We will need the following motion:

“That the Resolution Designating Newspaper of Record be Approved.”

5. Adoption of Resolution Authorizing Use of Facsimile Signatures

The Resolution is enclosed. We will need the following motion:

“That the Resolution Authorizing Use of Facsimile Signatures be Approved.”

6. Appointment of Freedom of Information Act, Office of Civil Rights, Sexual Harassment, Title VI, Title IX, and Section 504 representative, and Homeless Children and Youth Coordinators

The Resolution is enclosed. We will need the following motion:

“That the Resolution Appointing of Freedom of Information Act, Office of Civil Rights and Sexual harassment, Title VI , Title IX and Section 504, and Homeless Children and Youth Coordinators be Approved.”

7. Appointment of Chief Administrative Officer

The Resolution is enclosed. We will need the following motion:

“That the Resolution Appointing the Chief Administrative Officer be Approved with the 2016-17 Budget Time Line”

8. Appointment of Legal Counsel

It is recommended that the appointment of legal counsel be postponed to the regular meeting where the attorney bids that have been received will be reviewed. An appropriate motion would be:

“That the appointment of legal counsel be postponed to the regular board meeting.”

9. Appointment of External Auditor

The Resolution is enclosed. We will need the following motion:

“That the Resolution Appointing the External Auditor be Approved.”

III. Public Comment

The President should ask if there is any public comment at this time.

IV. Motion to Adjourn to Regular Meeting

We will need a motion to adjourn to the Regular Meeting

As always, if you have questions regarding any materials in this packet, please contact MJ Management Services Inc. at 734.78937724 prior to the meeting.

Proposed minutes of this meeting will be available for public inspection at the New Bedford Academy located at 6315 Secor Rd, Lambertville, eight (8) business days after the meeting. Approved minutes are available within five (5) business days after approval (Open Meetings Act, Public Act 267).

New Bedford Academy Board of Directors
Regular & Budget Meeting Minutes
June 14, 2016 7:45 a.m.

PROPOSED

- I. Meeting Call to Order
The meeting was called to order at 7:51 a.m. at 6315 Secor Rd., Lambertville, MI
- II. Roll Call

Present: Kelly Tucker, Jessica Bennett, Tim Rothman, Gary Walentowski, and Dean Vollmar

Excused: Cynthia Dress

Also Present: Greg Sauter, Laura Emshanov, Kathleen Witucki and Brian Beaudrie
- III. Reading of the Mission

Board Member Jessica Bennett read the mission and vision of the academy.
- IV. Public Comment
None.
- V. Approval of Consent Calendar
 - A. Agenda
Motion by Rothman, supported by, Vollmar that the June 14, 2016, Regular & Budget Meeting Agenda be approved as presented. The motion passed with unanimous support.
 - B. Board Meeting Minutes
Motion by Rothman supported by Walentowski that the May 10, 2016, Regular Meeting Minutes approved as presented. Motion passed unanimously.
- VI. Correspondence
 - A. Ferris State University
The Personnel Audit was reviewed by the Board and placed on file.
- VII. Treasurer's Report
 - A. Approval of Financial Report

The Board reviewed the monthly financial report. It was moved by Vollmar, supported by Rothman that the monthly financial report be approved. The motion passed unanimously.
 - B. Approval of the 2015-16 Budget Amendment

The 2015-16 year end budget amendment was reviewed by the Board. It was moved by Rothman, supported by Vollmar that the 2015-16 budget amendment be approved. The motion passed with unanimous support.

C. Approval of the 2016-17 Budget

1. Suspension of Rules for 2016-17 Budget Hearing

It was moved by Rothman, with support by Bennett that the rules be suspended for purpose of conducting a budget hearing on the proposed 2016-17 budget. The motion passed with unanimous support.

2. Review of the Proposed Budget

MJ Management Services reviewed the budget. The board asked for public comment on the budget. None was offered.

3. Resumption of Rules

It was moved by Vollmar, with support by Rothman that the rules be resumed. The motion passed without dissent.

It was moved by Rothman, with support by Walentowski, that the 2016-17 budget be adopted. The motion passed with unanimous support.

VIII. New Business

A. Food Service Contract

It was moved by Rothman, supported by Vollmar that the food services contract with PaPa Elis be approved for 2016-17. The motion passed with unanimous support.

IX. Business/Management Report

A. Principal

1. Student Achievement.

FSU will be providing NWEA training to the staff.

2. Operations

General maintenance of painting and carpet cleaning will done over the summer.

B. MJ Management

Kate Witucki informed the Board on -

- Insurance open enrollment has been emailed to eligible employees.
- Board elections will take place at the August board meeting

C. FSU

Laura Emshanov introduced herself to the Board as the new field representative for the Academy and gave information on the CSO retreat in August.

X. Extended Public Comment (non-agenda items)

None

XI. Board Comments

XII. Reconfirmation of next organizational and regular meeting date:
The motion was made by Bennett, supported Rothman to schedule a strategic planning meeting on July 18, 2016 at 7:45 a.m. The motion passed unanimously.

July 18, 2016 7:45 a.m. Strategic Planning Meeting
August 8, 2016 7:45 a.m. Organizational and Regular Board Meeting

XIII. Adjournment

Motion by Vollmar, supported by Rothman, that the meeting be adjourned. Motion passed unanimously.
Meeting adjourned at 8:56 a.m.

Proposed Minutes respectfully submitted,

Kathleen Witucki | KW
Kathleen Witucki, recording secretary

Date: June 14, 2016

Approved by the Board of Directors at its _____, _____ meeting

Board Secretary

Date

New Bedford Academy Board of Directors
Special for Information Only Meeting Minutes
July 18, 2016 7:45 a.m.

PROPOSED

I. Call to Order

The meeting was called to order at 7:56 a.m., at 6315 Secor Road, Lambertville, MI

II. Roll Call

Present: Kelly Tucker, Timothy Rothman, and Gary Walentowski

Excused: Cynthia Dress, Jessica Bennett, Dean Vollmar

Also Present: Greg Sauter, Kate Witucki, Laura Emshanov, Ron Schneider

A quorum was not present. Board President Kelly Tucker asked the members present to sit as a committee and attend the presentation by Ron Schneider.

III. Public Comment

IV. Approval of Agenda

V. New Business

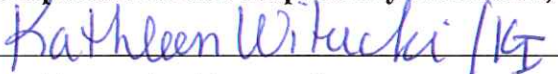
A. The Crucial Role of PSA Directors Presentation

Ferris State University representative Ron Schneider presented on the Crucial Role of PSA Directors.

VI. Reconfirmation of Next Meeting Date

The Board Confirmed that the next regular meeting date is: August 8, 2016

Proposed minutes respectfully submitted,



Date: July 18, 2016

Kathleen Witucki, recording secretary

Approved by the Board of Directors at its _____, _____ meeting.

Board Secretary _____